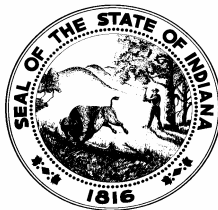


STATE STUDENT ASSISTANCE COMMISSION OF INDIANA

The Indiana National Guard Supplemental Grant

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STATE STUDENT ASSISTANCE COMMISSION OF INDIANA

The Indiana National Guard Supplemental Grant

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The Indiana National Guard Supplemental Grant

Introduction

The National Guard Supplemental Grant (NGS) is a supplement to the Higher Education Award (HEA) or the Part Time Grant (PTG) and is available only at public institutions; it will pay up to 100% of allowable tuition and fees. The NGS is available to full time and part time students. The award is calculated in the same way as the Twenty-first Century Scholars award and like that award, all other tuition-specific aid must be applied first. A student eligible for an NGS could also be eligible for a Core 40 or Academic Honors supplement. To be eligible for an NGS a student must be certified by both the State Student Assistance Commission of Indiana (SSACI) and the Indiana National Guard (NG). SSACI will notify institutions of a student's eligibility by creating an NGS award. The award is administered by the Financial Aid Office and not the Bursar's Office or the VA Office.

SSACI Eligibility

FAFSA

The student must file the Free Application for Federal Student Aid (FAFSA) between January 1st and March 1st of each year they intend to enroll in college. The March 1st deadline is required for *both* full time and part time students. Filing an error-free FAFSA means the student will be automatically considered for state need-based tuition-specific aid including the NGS—no separate application process is required

Residency

If the student is determined by FAFSA data to be dependent on their parents for financial support, the student's parents must be residents of Indiana since at least December 31st of the previous year. If the student is determined to be independent of their parents, the student must be a resident of Indiana since at least December 31st of the previous year.

High school

The student must be a high school graduate with a diploma or have a GED.

Undergraduate

The student must be seeking their first associate or bachelor degree at a state college or university. The NGS cannot be used for graduate school.

NOTE: Eligibility for a SSACI award for Guard members is HEA eligibility with the proviso that all FAFSA's must be filed on-time by March 1st regardless of the student's planned enrollment status (full or part time).

NG Eligibility

Drilling status

The student must be in active drilling status. The unit commander is the sole determiner of this status. This applies to each academic term.

AWOL

The student cannot have been AWOL (away without leave) at any time during the 12 months prior to their enrollment in college for any academic term. The unit commander is the sole determiner of this status. This applies to each academic term.

FTA

The student must complete all the NG paperwork necessary to apply for Federal Tuition Assistance (FTA) and must have all the paperwork approved by the appropriate NG education office before the start of classes. Forms and process differ by NG branch (e.g., form DA2171 or AF1227) and FTA is applicable to only active duty Air Guard members. The appropriate forms must be completed and approved by the NG even if it is determined that the student's award will be zero dollars, that is, that the student cannot receive FTA.

Official list

The student's name and other pertinent data as required by SSACI must be on an official list submitted to SSACI by the appropriate NG headquarters education offices as soon as possible after classes start for



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each term the student is enrolled but no later than September 1st for the fall term and January 1st for the spring term. Only students on the official list can receive the NGS award.

NOTE: Questions about a Guard member's drilling status and leave status (AWOL) are strictly a Guard matter and will be communicated directly to SSACI. SSACI is the prime source of information about all aspects of the NGS.

NGS, SSACI processing cycles, and calculations

Certification

Subject to the availability of the data from the NG students who are eligible for the NGS will be so marked in the application (APPL) files. This eligibility is tentative in the same way that Core 40, Academic Honors, and 21st Century Scholar are tentative. Only when the National Guard certifies the student *each and every semester* at the beginning of classes is eligibility definite. All certification is done through SSACI. Obviously, though, just as with Core 40 and Academic Honors, SSACI needs the cooperation of institutions to make sure that students get the awards that are due them.

Students who are tentatively eligible for an NGS will be so marked in the notification (NOTF) files and will also have a full time award in the appropriate NGS field. This award is a supplement to the HEA just as is the Scholars award. Like all awards, the NGS can be revised or withdrawn. The NG must certify the award before the student can claim it via the institution during reconciliation.

As early as possible but not long after the beginning of classes, the NG will certify eligible students to SSACI. These will be students who have done all the necessary NG paperwork and have enrolled for classes. This certification will be completed before the first reconciliation (RECN) files are created. Once the student is certified, an appropriate full-time award¹ will be created for the student and the RECN record so marked. Hence the NGS award is not certified until there is an appropriate RECN record. This of course is the norm for SSACI awards.

Calculating awards

The NGS grant is a supplement to either the HEA or the Part Time Grant (PTG). The idea of the NGS is simple: it guarantees to pay up to 100% of certain tuition charges after the HEA or the PTG and other tuition-specific aid are applied. Like the HEA it could be adjusted downward if there are insufficient funds appropriated. The National Guard Supplemental grant (NGS) is calculated as:

- * Estimated NGS = (Current year's approved tuition²) – HEA = CT – HEA
- * Actual NGS = (Current year's approved tuition) – HEA – (non-state tuition-specific aid)
= CT – HEA – (non-state tuition-specific aid)
- * The minimum award is \$200, just as for the HEA. A no-need student could have an HEA = \$0. All non-state tuition-specific aid to Guard members ("*non-state tuition-specific aid*") regardless of its source must be applied *before* the supplement is calculated.
- * If a student is eligible for both a Scholars and National Guard supplement, the Scholars supplement takes precedence, that is, of the two, the student must take the Scholars award. This means that a Guard member who is also a Scholar could not use up their Scholars award and then switch to the NGS (or vice versa).

Just as with the Scholars award there is a statutory requirement that all tuition-specific aid be applied before the NGS is claimed. In the case of Guard members, some might be eligible for Federal Tuition Assistance (FTA), a program for members of the military. If the student receives an FTA, they will have a letter to that effect, which they must take to the bursar in order for the institution to claim payment. The FTA aid and any other similar aid must be subtracted from the NGS by institutions before reconciliation.

¹ See the document "Calculating Awards and Other Numbers for 2001-2002".

² Note that the HEA is calculated on the *previous* year's tuition and the Guard (and Scholar) award on the *current* year's tuition.



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Part-time NGS awards

The definition of a part time student is the same for the NGS as for the PTG. That is, the student must be enrolled for at least 6 credit hour but less than 12 credit hours (or less than 8 credit hours where 8 credit hours is a full time load). However, the eligibility requirements for the NGS and the PTG are not the same.

The current tuition used to calculate a part time NGS is the student's actual part time tuition charges. These charges, however, cannot exceed the current tuition used to calculate a full time NGS or Scholars award.³

If a Guard member takes classes as a part-time student, the NGS award has to be re-calculated by the institution just as awards for other part time students are re-calculated. In fact, the student might be eligible for a Part Time Grant (PTG). If so, the NGS would be a supplement to the PTG to make up the difference in the actual tuition charges not covered by the PTG. In the above formula, PTG would replace HEA and the student's actual current tuition charges would replace CT (but see the next paragraph). A student would have both a PTG and a part-time NGS.

However, because of limited PTG funds or lack of PTG eligibility, it could happen that the student's institution-calculated part time NGS award would be the only award, that is, in the formula $HEA = PTG = 0$. In this case, the NGS would be the student's actual part-time tuition charges (the current tuition or CT) where those charges cannot exceed the current tuition charge used to calculate the full-time NGS. That is, the part-time NGS cannot exceed the equivalent full-time NGS even if the full-time NGS was calculated with an HEA award of zero (0). Of course, "other tuition-specific aid" must still be counted. Unlike the PTG Program, there is no preset amount of money allocated to institutions for part time NGS awards. Awards should be available to all eligible and qualified students just as with the HEA.

Changing to a part-time grant

Note well that a part time NGS grant *cannot* be added to the RECN file as can be done with the PTG; the student *must already have an RECN* record and a full-time NGS award to be considered eligible for a part-time NGS award. In reconciling the part time NGS, the appropriate change code to use is "XC" where the same amount field in the RECN file is used for both full and part time NGS awards. However, for part time students the usual part time data fields *must* be supplied: degree type, current credit hours and cumulative credit hours. That is, indicating a part time NGS means using the "XC" change code and supplying part time data items in the RECN record.

NGS and SSACI rules

HEA rules apply

Since National Guard members must file the FAFSA in order to be eligible for the NGS, they are subject to the same processes and rules as any student applying for or having an HEA or Scholars award. For example,

- * The NGS students can have no out-standing *edits* on their FAFSA in the same way students eligible for the HEA and Scholars award cannot have out-standing edits.
- * The NGS students are subject to the same *PJ rules* as every other student.
- * The NGS is available only during terms when the HEA is available; summer school is excluded.
- * The *four-year and ten-year* eligibility rules apply to the NGS students just as they do for students in the HEA and Scholars programs. Thus a student can only receive four years of a SSACI award—NGS or other—and the award must be used within a ten year period.
- * The NGS students are subject to the same requirements for *verification* and *satisfactory academic progress* as any other student receiving an HEA or Scholars award.
- * The NGS students must be enrolled in two-year or four-year *degree programs* just as must every other student (except those at IVTSC, who can be in approved *certificate* programs).

³ It would of course be absurd for an institution to charge a part time student more than a full time student but stranger things have happened in *academe* where reason does not always prevail.



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- * The NGS award is administered by the *financial aid office* and not the bursar or VA office.
- * Et cetera, Et cetera, Et cetera. Put simply, *the NGS is a new award under old rules.*

Students will be notified of the NGS award just as they are notified of other awards. The language of the notification will stress very clearly that the award is tentative until final certification by the NG. It would be useful if institutions stressed this fact in their estimated awards to students over and above the stress that is placed on all awards being estimates. Students, Guard members or not, sometimes need encouragement to follow through on their responsibilities.

Changes in eligibility

Because of the special nature of NG eligibility (e.g., being in active drilling status and not being AWOL), a student's eligibility for an NGS could change from term to term and year to year but such changes would not automatically affect a student's status for an HEA award. Thus a student could have an HEA and NGS one term but only an HEA the next, and then go back to having an HEA and an NGS. A student eligible for an NGS must be eligible for an HEA but not the other way around. SSACI will notify institutions of any changes in NG eligibility.

Summary:

In all respects a student receiving an NGS must be treated exactly the same as a student receiving an HEA. There are, however, three ways in which NGS students differ from other students: (1) eligibility for an NGS, full or part time, requires the FAFSA be filed by March 1st; (2) because SSACI and the NG jointly determine eligibility for an NGS, eligibility could change term by term as the NG certifies or decertifies students; and (3), the NGS is not a need-based award.